

Budget and Finance Committee

Chair Report for the Meeting of June 29, 2005

Introduction

On June 29, 2005, the Budget and Finance Committee held a meeting at the New Jersey Highlands Council office in Chester, New Jersey. Council members Debbie Pasquarelli, and Mimi Letts participated by way of conference call, and Councilmember Janice Kovach was present at the Chester Office. Council staff members present were: Adam Zellner, Ranji Persaud and Tom Borden. The meeting was called to order at 3:45 pm.

The Committee discussed and reviewed the Highlands FY 05 Operating Budget and Expenditures in detail. A Statement of Activity and Financial Report for FY 05 was prepared and presented to the council as well. In addition, it was agreed upon, by the Committee, that a Monthly Report of Operating Disbursements be presented to the Committee for review and approval on a consistent basis. A standardized format was presented and accepted by the members.

The Committee also briefly discussed the anticipated FY 06 Budget and the costs associated with additional staffing, contract work, and other necessary resources vital to the development of the Regional Master Plan. This discussion will continue during upcoming meetings to strategize, prioritize and review these costs.